

COPY NO. \_\_\_\_\_



## **Competition Commission of India**

*Hindustan Times House,  
18-20, Kasturba Gandhi Marg,  
New Delhi – 110001*

*Tel : 011-23473400 Fax : 011-23704686*

*Web : [www.cci.gov.in](http://www.cci.gov.in)*

# TENDER DOCUMENT

for

## PURCHASE OF

## DESKTOP LAPTOP PRINTERS & UPS

Last Date and Time of Receipt of Tender : 12.08.2010 1500 Hrs.

Date and Time of Opening of Tender : 12.08.2010 1530 Hrs.

**Price : Rs.500**

**Tender Document**  
for  
**Purchase of Desktop, Laptop, Printers & UPS**  
by  
**Competition Commission of India**  
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## **SECTION – I**

### **1. Invitation for Bids**

1.1 The Competition Commission of India proposes to procure Desktop with TFT Monitors, Lap top, Printers and UPS for use of its officers at Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi – 110 001 and also at HUDCO Vishala building, 14, Bhikaji Cama Place, New Delhi – 110 066. The tentative quantity of the required items along with technical configuration of each items is mentioned at Annexure-I. The Competition Commission of India is looking for vendors who have experience in supplying of above type of hardwares to Government departments, preferably to the regulatory bodies.

1.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

1.3 Sealed offers prepared in accordance with the procedure enumerated in Clause 1 of Section II should be submitted to The Under Secretary, Competition Commission of India, not later than the date and time laid down, at the address given in the schedule for invitation to Tender under Clause 1.23 of Section I.

1.4 The Tender Document can be obtained from the Office of CCI at Hindustan Times House at a price of Rs.500/- each. However, the prospective bidder can submit their bid by downloading the tender document from the web site of the Commission. The downloaded Tender Document must be accompanied by a separate Bank Draft / Bankers Cheque of Rs.500/- (being the cost of the Tender) in favour of the "Competition Commission of India (Competition Fund) Account" along with the Technical Bid. Technical Bid in the downloaded form of Tender will be considered only on receipt of Cost of Tender.

1.5 This tender document is not transferable.

1.6 The categories of items and quantity indicated in the Tender Document are tentative. Competition Commission of India, however, reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the CCI without assigning any reasons.

1.7 The tenderer should indicate specifically the Basic Price, Taxes/Excise duty, other duties (if any), and levies chargeable quantitatively against each item. No additional information will be entertained after due date. Competition Commission of India may reject tenders if they do not carry such information separately and specifically quantitatively

1.8 The tender should be submitted in Two cover system i.e. (a) Technical Bid; and (b) Financial/Commercial Bid. There should be proper indication of the contents on each envelope as indicated in clause 1.1 of section II.

1.9 A separate envelope (c) containing the Earnest Money in the form of Demand Draft should also be kept along with the other envelopes i.e. Technical Bid and Financial Bid - in a bigger envelope.

1.10 The tenderer should clearly indicate the delivery period and validity period of tender.

1.11 The tenderer should clearly indicate the availability of service and maintenance facilities at Delhi/New Delhi for the items quoted.

**1.12** The above mentioned details particularly the Sales Taxes/excise duty, any other duty, if not quoted properly, the bid can be cancelled.

**1.13 The tenderers are required to quote for each item separately in terms of basic price and all other charges.** Prices can be quoted in Indian Currency only.

1.14 The Tender should be submitted along with refundable **Earnest Money** of Rs.25,000/- in the shape of Demand Draft valid for a period of 6 months in favour of The Competition Commission of India (Competition Fund) Account. Tenders not accompanied by Earnest Money or incomplete in any respect will be rejected outright.

1.15 The Tender (Technical Bid) must be submitted along with the copies of Manufacturers license or authority from the manufacturer

1.16 Competition Commission of India reserves the right to reject any or all tenders without assigning any reason whatsoever.

1.17 The tenders will be opened on the date and time indicated in the presence of tenderers, if any, present on the occasion.

**1.18 No advance payment or payment against Performa invoice will be made. Payment will be made after receipt ,inspection, installation/testing**

1.19 All damaged or unapproved goods shall be returned at the Tenderer risk and cost and the incidental expenditure thereupon shall be recovered from the concerned party.

1.20 Printed conditions of the firm sent along with the quotation, if any, shall not be binding on CCI.

1.21 On acceptance of tender, the date of delivery should be strictly adhered to otherwise, the Competition Commission of India reserves the right not to accept the delivery in full or in part. In case the order is not executed within the stipulated period, the Competition Commission of India will be at liberty to make purchases through other sources, and to forfeit the earnest money of the Tenderer.

1.22 Payment of bill will be made through by crossed account payee Cheque only after delivery and successful installation of each of the items.

### 1.23 Schedule for Invitation to Tender

- a) Tender should be dropped at the Tender Box kept at the Reception of CCI (3<sup>rd</sup> Floor) and must be addressed to

The Under Secretary,  
Competition Commission of India,  
Hindustan Times House, (3<sup>rd</sup> Floor),  
18-20, Kasturba Gandhi Marg,  
New Delhi – 110 001.  
Email : [vsrawat@nic.in](mailto:vsrawat@nic.in)  
Tel : 011-23473400

- b) Latest time and date for receipt of Tender:

**12-08-2010 at 1500 Hrs.**

- c) Place, Time and Date of opening of Technical bids:

Place : Summit Room (Room No.375)  
Hindustan Times House

Time & Date : **12-08-2010 at 1530 Hrs.**

- d) Date till which the tender is valid:

180 days from the opening of technical bid.

- e) Competition Commission of India shall not be responsible for any postal delay about non-receipt/non-delivery of the documents.

## **SECTION – II**

### **1. Procedure for submission of Bids**

1.1 It is proposed to have a Two Cover System for this tender

a) Technical Bid in one cover duly super scribed as 'Technical Bid'

b) Commercial bid in another cover duly super scribed as 'Commercial Bid'

1.2 Both –Technical and Commercial bids, along with a separate third cover containing the Demand Draft of Earnest Money (super scribed as 'Earnest Money') should be put in a single sealed cover super scribing "Tender for supply of Desktop, Laptop & Printers"

1.3 The cover thus prepared should also indicate clearly the name and address of the tenderer to enable the Bid to be returned unopened in case it is declared "late".

### **2. Cost of Tender**

Cost of the Tender is Rs.500/-. The tenderer shall bear all costs associated with the preparation and submission of its Bid, including the cost of presentation for the purpose of clarification of the bid, if so desired by the client and the client will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering Process.

### **3. Clarification of Tender Document**

A prospective tenderer requiring any clarification of the Tender Document may notify the client in writing at the Client's mailing address indicated in Clause 1.23 of Section I. The Client will respond in writing (preferably through e-mail) to any request for clarification of the Tender Document, received not later than 07 working days prior to the last date for the receipt of bids prescribed by the Client. In case of any further clarification on any of the points in the tender, if required, pre-bid conference can be held.

### **4. Amendment of Tender Document**

4.1 At any time prior to the last date for receipt of bids, the client may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Tenderer, modify the Tender Document by an amendment.

4.2 The amendment will be displayed on the web site of the Commission at least five working days prior to the opening of technical bid and will be deemed to have been notified to all concerned by all means.

4.3 In order to afford prospective Tenderers reasonable time in which to take the amendment into account in preparing their bids, the Client may, at its discretion, extend the last date for the receipt of the Bids.

### **5. Language of Bids**

The bids prepared by the Tenderer and all correspondence and documents relating to the bids exchanged by the Tenderer and the Client, shall be written in English language.

## **6. Documents comprising the Bids**

6.1 The Bids prepared by the Tenderers shall comprise of following components: -

- a) Technical Bid shall consist of the following: -
  - (i) Technical Bid furnished as per the format for technical bid (Clause A of Section V).
  - (ii) Technical literature for each product/service, covering full technical specifications.
  - (iii) Copies of supporting documents for the information provided in Technical Bid
  
- b) Commercial Bid consisting of the following: -
  - (i) Bid prices duly filled, signed and complete as per the format (Clause B of Section V).

### SECTION - III

	Item	Qty. (approximate)
1	Intel Core i3 Desktop	31

#### **Technical Specification**

Item	Item Details / Description /Specification
<b>Motherboard</b>	Motherboard with Intel Q57 chipset
<b>Processor</b>	Intel Core i3-530 2.93 GHz 1333MHz
<b>Memory</b>	4 GB (2 * 2GB) PC3-8500 1066 MHz DDR3 ; 4 DIMM's Total
<b>HDD</b>	320/500 GB SATA (3Gbps), 7200 rpm ;
<b>Optical Drive</b>	16X DVD+/-RW with Dual Layer Write Capability,
<b>Ethernet</b>	Onboard 10/100/1000 LAN
<b>Audio</b>	Integrated High Definition Audio Codec without external speakers
<b>Keyboard</b>	Standard Multimedia PS2/USB interface ,
<b>Ports</b>	Minimum: 6 USB, PS2 Ports, SATA Port, 1 Serial , 1 Parallel
<b>Mouse</b>	Optical Mouse with PS2/USB interface
<b>Expansion Slots</b>	Minimum: 2* PCI, 1* PCI Express x1, 1*PCI Express x16
<b>Cabinet</b>	ATX Tower Cabinet
<b>Monitor</b>	18.5" Wide Screen TFT Digital Colour Monitor
<b>OS</b>	Win 7 Downgrade to XP Pro. Preloaded with License & recovery CD from Direct Named Account of Microsoft with Certificate of Authenticity having OEM name
<b>Management Software</b>	OEM's own Management Software (preloaded)
<b>Environmental Certification</b>	Products chemical & particle emissions meet acceptable pollutant guidelines and standards.
<b>Security</b>	System and BIOS passwords; Enable / Disable I/O Ports via Bios
<b>I/O Ports Static Protection</b>	Electrostatic Discharge protection
<b>Data Protection</b>	System Protection Tool
<b>Power</b>	250W & above
<b>Certification</b>	Microsoft Windows Certification,



	Item	Qty. (approximate)
2	Intel Core i7 Laptop	01

### Technical Specification

Item	Item Details / Description /Specification
<b>Motherboard</b>	Mobile Intel QM57 Chipset or higher
<b>Processor</b>	<b>Intel Core i7- 620M processor (2.66 GHz or higher, 4MB L3, 1066MHz FSB)</b>
<b>Memory</b>	2GB (2* 1GB) Dual channel DDR3 RAM, Upgradeable to 16384 MB with (4) 4096 MB SODIMMs
<b>HDD</b>	250/320/500 GB 7200 rpm SMART SATA II ; Shock Mounted HDD with protection feature.
<b>Keyboard</b>	Key Board with Touch Pad/Track Point.
<b>Optical Drive</b>	Internal dual layer DVD Writer
<b>Graphics</b>	1000MB max shared VRAM
<b>Audio/Visual</b>	High definition audio, Integrated stereo speakers, Integrated dual-microphone array, Touch-sensitive controls for volume up, volume down and mute, Stereo headphone/line out, Stereo microphone/line in  <b>2 MP Webcam</b> Supports videoconferencing and still image capture, Large image sensor for excellent color matching and good low light sensitivity
<b>Ethernet</b>	Onboard 10/100/1000 LAN
<b>Communication</b>	56K V.92 modem and standard <a href="#">Wi-Fi &amp; Bluetooth</a>
<b>Interface</b>	3USB2.0, 2USB 3.0, 1 VGA, RJ-45, headphone, microphone, Docking Connector, PCMCIA/PCI Express/ HDMI slot.
<b>Expansion Slots</b>	1 Mini PCIe, 1 Express card Slot , Media Card Reader
<b>Screen</b>	At least 12.1 inch, 16:9 LED-backlit HD anti-glare with 1366 x 768 resolution or higher
<b>OS</b>	Windows 7 with latest service pack Preloaded with License & recovery CD from Direct Named Account of Microsoft with Certificate of Authenticity having OEM name
<b>Data Protection</b>	System Protection Tool
<b>Additional Softwares</b>	Pre O.S Back & recovery Software. Software for seamless connection between wired & wireless network
<b>Battery backup</b>	Minimum 2.5 Hours of Battery backup
<b>Power Supply</b>	230V, 50 Hz AC Supply with rechargeable Battery Pack Comprising of LI-ION battery, Suitable for approximately 4 Hours of operation, complete with battery charger/adaptor
<b>Weight</b>	<b>Less than 3.0 Kgs.</b>
<b>Other Accessories and Carry case</b>	To be provided.

	Item	Qty. (approximate)
3	Laser Printer (Mono)	10

### Technical Specification

<b>Function</b>	Print
<b>Print Technology</b>	Laser
<b>Print (Mono)</b>	<b>Speed:</b> 12-15 ppm in A4 <b>Resolution :</b> At least 600 x 600dpi
<b>Paper Handling</b>	<b>Input Capacity and Types :</b> 150-sheet Tray <b>Media Size:</b> Legal, A4, Letter, Folio, Executive, JIS B5, A5, A6, Envelope 6 3/4, 7 3/4, #9, #10, DL, C5, C6, ISO B5, Monarch Env 76 x 127mm (3" x 5") ~ 216 x 356mm (8.5" x 14"), for Fax and Copy : Letter, A4, Legal <b>Media Type:</b> Plain Paper, Transparency, Labels, Card Stock, Envelope, Bond, Thick, Thin, Colour Paper, Preprinted
<b>General</b>	<b>Memory / Storage :</b> 4 MB or higher <b>OS Compatibility :</b> Windows Me/NT4.0/2000/XP/Vista/ Win 7 <b>Interface :</b> Hi-Speed USB 2.0 port <b>Duty Cycle, Monthly :</b> 1,500 pages or more per month <b>Weight :</b> Preferably easy to move
<b>Consumables</b>	<b>Yield:</b> Declared yield value in accordance with ISO/IEC <b>Type :</b> Single Cartridge
<b>Network (Optional)</b>	<b>LAN :</b> Ethernet 10/100/1000 Base
<b>Energy Star Qualified</b>	Yes
<b>Warranty</b>	One year, extendable for another two year (optional)

	Item	Qty. (approximate)
4	UPS	25

### Technical Specification

<b>Output</b>	<b>Output Power Capacity</b> : 300 Watts / 550 VA <b>Nominal Output Voltage</b> : 230V <b>Output Frequency (sync to mains):</b> 50 Hz <b>Waveform Type:</b> Stepped approximation to a sine wave <b>Output Connections:</b> 2 or more India 3-pin 6A
<b>Input</b>	<b>Nominal Input Voltage:</b> 230V <b>Input Frequency:</b> 50 Hz <b>Input Connections:</b> India 3-pin 6A <b>Cord Length at least:</b> 1.25 meters or more
<b>Batteries &amp; Runtime</b>	<b>Battery Type</b> Maintenance-free sealed Lead-Acid battery leakproof <b>Recharge time</b> 10 hours or less
<b>Communications &amp; Management</b>	<b>Audible Alarm</b> : Alarm when on battery and distinctive low battery alarm
<b>Surge Protection and Filtering</b>	As per Industry Standard
<b>Physical</b>	Preferably Compact and Easy to carry
<b>Environmental</b>	Industry Standard be followed and Environmental Compliance
<b>Warranty</b>	Standard Warranty 3 years with repair or replace

## SECTION - IV

### TERMS AND CONDITIONS

1. The tenderer firm should have the following **qualifications** for bidding:
  - a. Shall be registered in India
  - b. Shall have OEM presence in India or channel partners / service providers, authorised distributors / dealers / resellers
  - c. Shall have been in existence for not less than five years.
  - d. Shall be having sufficient experience and expertise in the relevant field
  - e. Shall have experience of supplying orders for Govt. Deptt./ PSU etc. for more than 3 years
  - f. Shall have PAN/TAN number, Sales tax registration, VAT registration
  - g. It is not blacklisted by any Ministry/ Department of the Government of India or any PSU or any other organization.
  - h. Shall have annual turnover of Rs.2.50 Crore for each of the last three years
  
2. **Delivery Schedule** : The company shall be able to deliver the required items within a reasonable period of time, preferably within 15 days of placing order. The company shall adhere with all seriousness to the time schedule provided by the Competition Commission of India. Delivery/Installation is to be done at HT House, KG Marg, New Delhi and also at Hudco Vishala, Bhikaji Cama Place, New Delhi.
  
3. **Warranty** : All the products must carry On Site Warranty of One Year, extendable upto a further period of two years.
  
4. **Quality** : The products asked for should be of very high standard and of reputed company with authorized service provider in Delhi.
  
5. **Liquidated Damages** : The Company shall be liable to indemnify the CCI in all respects and meet and pay off the litigation expenses and all the liabilities including damages, sums etc. arising out of and as a consequence of the negligence, deficiencies, mistakes, lapses, delays etc. in the execution of the various jobs and the services provided.
  
6. **Responsiveness** : The company should ensure quick back up response in case of equipment failure which should be replaced if needed within 24 hours of the distress call.
  
7. **Payment** : There is no provision for making advance payment to the Company. However, the running bills for the jobs completed can be submitted by the company and will be cleared for payment within reasonable period.
  
8. **Purchase Order** : The purchase order for the entire quantity can be placed either in one lump sum or as per the requirement through repeat order. The quantity shown is tentative and may increase or decrease.

**SECTION - V**

**A. PROFORMA FOR TECHNICAL BID**

	Description	Information
1	Name of the Firm & Owner : (With Tel./Mob. Nos.)	
2	Professional Qualification of Owner	
3	Type of Organisation (Proprietorship/Partnership/Pvt. Ltd./Limited Company)	
4	Website of Tenderer Firm, if any	
5	Month/Year of Establishment	
6	PAN/Sales Tax/VAT Regd. Nos.	
7	Annual Turnover	
	2007-08	
	2008-09	
	2009-10	
8	Brand being offered/OEM	
9	Whether product(s) offered by the bidders are exactly as per the configuration of CCI. If not, indicate the changes in each product	
10	Total staff strength	
11	No. of Engineers employed and their Qualification	
12	Clientage (submit copies)	
13	Details of Earnest Money	

14	Validity of Tender	
15	Delivery Schedule	
16	Whether Terms & Conditions issued by CCI are acceptable to the Firm	
17	Whether Warranty as per the desired specification	
18	Other Details, if any	

Date	
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Signature of Owner/Authorized Representative

## B. PROFORMA FOR FINANCIAL BID

	Item	Price Per Unit (Rs.)
1	Intel Core i3 Desktop	
2	Intel Core i7 Laptop	
3	Laser Printer (Mono)	
4	UPS	

Date	
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Signature of Owner/Authorized Representative

